

WRITING THE PORTFOLIO ENTRY

- ☐ *Description.* What did you do? (Activity/What?)
- ☐ *Analysis.* What does this mean? (Significance/So What?)
- ☐ *Analysis and Reflection.* Why does this matter? (Impact on student learning/Then what?)

Examining an Activity for Entry 4

Instructions

1. In pairs or triads read through the example accomplishment that follows the instructions.
2. Summarize what the candidate's entry Says.
3. What does this accomplishment Mean to the participants?
4. Discuss how the accomplishment addresses the standards.

Example: Title of Accomplishment: Student-Led Conferences

Description: What Is the Nature of This Accomplishment?

Every 10 weeks, four times each school year, to coincide with our report cards, I conduct student-led conferences. I first learned about student-led conferences at an English teachers' conference and subsequently read two books on the topic that outlined the theory and the mechanics of putting student-led conferences together. The conferences are in the evening to accommodate my students' families, most of whom are unable to attend day-time meetings and who would otherwise be left out of our school community. I was the first teacher at my school to hold student-led conferences in addition to the required semiannual open house meetings. Evening meetings are conducted on unpaid time but are very worthwhile nevertheless. Because many of my students live in foster care settings, all adults who play a significant role in the child's life are invited to attend, and do. Students have an opportunity, uninterrupted by me, to explain what they are doing in school and to discuss the progress they are making toward meeting the mandated standards. The students use their portfolios, a collection of the work they have done in class, and the mandated district standards as the focus of their conference.